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## Official Board of Directors

### Meeting Minutes

Tuesday, June 20, 2023 – 5:30 p.m.

on site at NDMA in the conference room

The Official Board Meeting of New Discoveries Montessori Academy of Hutchinson, MN was held at New Discoveries Montessori Academy, Hutchinson, MN.

1. Call Meeting to Order – The meeting was called to order at 5:58 p.m.

Voting members present: Meytal Stancek, Tim Dezelske, Spencer Kangas, Deanna Boettcher, Patti Hoerner.

Via phone: Shari Colvin, Christine La Plante.

Absent: Patrick Selchert.

Non-voting member present: Kirsten Kinzler, Director.

Tara Erickson, Recorder

Dustin Reeves, Business Manager – absent.

2. Guests: Jennie Asher, E1 Birch classroom.
3. Spotlight Report – Jennie Asher gave a presentation on the SEL, Social Emotional Learning, a program from Character Strong that will be implemented at NDMA starting this fall in the next school year.
4. Agenda – MS (Dezelske/Boettcher) to approve the agenda with the addition of c. under Financial Reports to approve the 22-23 revised budget, the addition of c. and d. under New Business to acknowledge Kinzler as the IOwA and first reading of the policy 514P, all aye; motion carries unanimously.
5. MS (Dezelske/Kangas) to approve the consent agenda, all aye; motion carries unanimously.
  - a. Minutes of May 23, 2023 Meeting
  - b. Submitted Committee Reports
    - i. Financial Committee met on June 20, 2023
6. Financial Reports
  - a. Received the May 2023 financial report
  - b. MS (Dezelske/Boettcher) to approve May 2023 supplemental information report, roll call vote taken; motion carries unanimously.
  - c. MS (Dezelske/Hoerner) to approve 22-23 revised budget, roll call vote taken; motion carries unanimously.
7. Reports
  - a. Executive Director
    - i. Personnel changes – resignations: Addie Giesen, CH SpEd Teacher, Tayah Lee, Amy Krippner, Briana DeMars, paraprofessional, Wendy Ebert, Title 1 paraprofessional, and Anna Frank, Dir. Curr. & Instruction.

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- ii. Strategic Plan Update
  - iii. Environmental Education Update
  - iv. Academic Testing and Achievement Update
  - v. Enrollment Update
  - vi. Activities and Happenings related to the school, staff, students, families, community
- b. Board Activities
- 1. Sounding Board: Conflicts of Interest
  - 2. Receive NDMA Q-Comp Report – July meeting
8. Unfinished Business
- a. MS (Dezelske/Hoerner) Second reading and approve 790P Reporting Grants to Board Policy, all aye; motion carries unanimously.
9. New Business
- a. Board accepts the Work Contract for Kirsten Kinzler, Stancek gave a detailed report.
  - b. MS (Dezelske/Hoerner) to review and approve Leave of Absence for Catherine Frisbie, all aye; motion carries unanimously.
  - c. Board acknowledges Executive Director, Kirsten Kinzler, as the IOwA to authorize user access to State of Minnesota Education secure websites for our organization.
  - d. First reading of policy 541P Malicious and Sadistic Conduct Prohibition.
  - e. MS (Dezelske/Boettcher) to approve base salary pay of \$42,000.00, roll call vote; motion carries unanimously.
10. Upcoming Meetings/Events/Announcements
- a. Next board meeting, July 20, 2023 –5:30 p.m.
  - b. Finance Committee Meeting, July 2023 – none.
  - c. Policy/Governance Committee Meeting, July 2023 – if needed.
11. Adjournment 6:40 p.m.

Respectfully submitted,

Tara Erickson  
Recorder